

► 25 – 27 JUNE 2018 ◀

CASE TEACHING AND CASE WRITING FOR PUBLIC POLICY

EXECUTIVE EDUCATION

► INTRODUCTION ◀



This workshop is designed to develop skills that faculty in policy-focused universities and training institutions can use both to develop interactive and participant-centred teaching styles and to help faculty develop skills in case writing.

In the three-day format that includes both case teaching and case writing, the initial sessions focus on “how to” lessons on both teaching and writing, interspersed with activities where the participants work in teams where they prepare case teaching plans and class openings to present to all of the participants. The initial emphasis is on case teaching, since before participants can write a successful case, they must understand how learning in a case-oriented classroom takes place. The workshop includes case discussions on several existing cases, combined with a “post-mortem” of what worked and what did not in both the written case and the case discussion. Core teaching strategies will be discussed to include development of time management plans, whiteboard management plans, how to pose opening questions, “cold-calling” versus “warm calling,” and how to close a case-discussion class with “Take-Aways.” Participants will analyse actual cases of teaching situations to discuss strategies of classroom management as well.

► KEY INFORMATION ◀

Date & Duration

25 – 27 JUNE 2018 (3 DAYS)

Venue

Lee Kuan Yew School of Public Policy
National University of Singapore

(469C Bukit Timah Road Singapore 259772)

Programme Fees*

- › S\$2,200 + 7% GST#^
- › S\$1,980 + 7% GST# (10% group discount for 3 or more participants)^
- › S\$1,760 + 7% GST# (20% discount for LKY School Degree Programme / Executive Education Programme Alumni)^

Applications

Please submit completed Application Form & CV

(Refer to enclosed form for more details)

Deadline for Applications

11 May 2018

Contact

Executive Education Department
Lee Kuan Yew School of Public Policy

Tel: (65) 6601 5774 / (65) 6516 8697

Fax: (65) 6872 9291

Email: lkysppoe@nus.edu.sg

* Fee is based on per-person basis and includes food, refreshments, site visits, and learning support materials. Overseas participants should arrange their own visa, travel insurance, travel costs from Singapore, accommodation, transport, and cover their living expenses while in Singapore. The LKY School does not provide scholarships or financial aid for this programme.

Goods and Services Tax (GST) is applicable for Singapore-based participants and overseas participants who are self-funded or sponsored by a Singapore organisation.

^ Singaporeans working in a Singapore-based company may be eligible for funding. Please contact us for more details.

▶ PROGRAMME OBJECTIVES ◀

The workshop aims to enhance a public sector organisation's knowledge and technical capacity by developing its own pool of trained case writers. It does this by helping the participants of the workshop:

- › Understand the principles of case writing;
- › Gain insights on participant-centred learning, and how case teaching is done;
- › Select and develop their case study topics; and
- › Document recent policy decisions in a way suitable for teaching and engaging future generations of public officers

▶ TARGET AUDIENCE ◀

This workshop is designed to develop skills in policy focused public organisations and training institutions by developing its own pool of trained case writers. It is also suited for policy analysts, strategists, researchers who are at the forefront of research work in public and non-profit institutions.

▶ LEARNING FRAMEWORK ◀

	Day 1	Day 2	Day 3
Session 1	Introduction to Case Teaching and Participant-Centered Learning	Group Activity: Preparing Discussion Plans and Case Openings	Using Simulations and Role-Plays in Case Discussions
Session 2	Case Discussion and Review of Discussion	Leading a Participant Oriented Discussion 2	Case Development Session
Session 3	Introduction to Case Writing	Group Activity: Preparing Case Whiteboard Plans and Closings	Case Development Session
Session 4	Leading a Participant-Oriented Discussion 1	Refining Case Writing Skills	Presentation of Cases and Lesson Plans by Participants; Wrap-Up Discussion and Take-Aways
Session 5	Case Development Session	Case Development Session	

▶ LEARNING APPROACH ◀

In discussing case-writing, the workshop addresses issues such as how to decide on a case theme and learning objectives, what material should be included and left out (or relegated to appendices), and how to build participant engagement into the way a case is written. Later workshop sessions will include topics such as how to write multi-player simulation exercises that have students play roles of participants in the policy situation.

Beginning on the first day of multi-day case writing workshops, participants will spend some time working on cases of their own choosing, and it is expected that many of the participants will come to the workshop with very rough drafts of potential cases. By the middle of the second day, the emphasis shifts more to the cases that they are working on preparing themselves. On the final day, participants will have an opportunity to present preliminary versions of their cases and get feedback from the entire group.

▶ APPLICATION FORM ◀

Application deadline: 11 May 2018

CASE TEACHING AND CASE WRITING FOR PUBLIC POLICY

25 – 27 June 2018

Kindly complete the Application Form and submit together with a copy of participant's CV either by email or post.

› Participant Details

MR/MS/DR/OTHERS* (If others, please specify) _____

FULL NAME _____

DESIGNATION _____ DEPARTMENT _____

ORGANISATION _____

NATIONALITY _____ OFFICE NUMBER _____

EMAIL ADDRESS _____ MOBILE NUMBER _____

DIETARY RESTRICTION (IF ANY) _____ NO. OF YEARS OF RELATED EXPERIENCE _____

› Programme Expectation

MOTIVATION FOR JOINING THIS PROGRAMME (1-2 sentences)

DESCRIBE YOUR CURRENT ROLE IN YOUR ORGANISATION (1-2 sentences)

› Payment Details

Programme Fees*:

[] S\$2,200 + 7% GST#

[] S\$1,980 + 7% GST# (For groups of 3 or more participants)

[] S\$1,760 + 7% GST# (20% Discount For LKY School Degree Programme/ Executive Education Programme Alumni)

Please indicate programme title and year of completion: _____

Mode of Payment:

SPONSORED BY [] INDIVIDUAL [] OWN ORGANISATION [] OTHER ORGANISATION

Please state the Sub-BU Code if sponsored by Singapore government agency:

* Fee is based on per-person basis and includes food, refreshments, site visits, and learning support materials. Overseas participants should arrange their own visa, travel insurance, travel costs from Singapore, accommodation, transport, and cover their living expenses while in Singapore. The LKY School does not provide scholarships or financial aid for this programme.

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EXECUTIVE EDUCATION

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Singapore 259772



LKYSPP.nus.edu.sg



Reg. No. 61Q16277

